

Vendor Questions

Received via Solicitation Questions link – 6/12/19

Dietetic Department Services – Thomas B. Finan Center

MDH/OPASS 20-18018

1. **Question:** How many weeks will there be for a transition, between award date and startup date?

Answer: See RFP - Section 3.9 End of Contract Transition - #2. The Center will make space available to the in-coming Contractor two (2) weeks prior to takeover for job interviews and overall transition planning.

2. **Question:** How many patients in each center are on tray service?

Answer: See RFP - Section 2.2.2 Background - #3. Information and Statistics:

Patient/Resident Meal Service Statistics for the Period of July 1, 2017 - June 30, 2018:

- a. Average number of patient/resident meals for Finan Center (insulated tray and cafeteria style) served per meal per day (Sunday through Saturday) for the above referenced twelve-month period:

	Weekdays	Weekend
Breakfast	116	116
Lunch	116	116
Dinner	116	116

Approximately 22 of the total meals served at each meal above were served through the use of an insulated tray service. Some patients/residents may by physician's order require larger portions of food as part of their medical treatment.

- b. Average number of student meals for Jefferson School (insulated tray and bag meal) served per meal per day (Monday through Friday) for the above referenced twelve-month period:

Breakfast	50 (bag breakfasts)
Lunch	50 (45 trays and 5 bag meals)

3. **Question:** Who cleans the patient unit refrigerators and maintains the temperature logs?

Answer: The Contractor is responsible for cleaning patient dining area refrigerators and maintains the temperature logs.

4. **Question:** Where does foodservice personnel deliver the supplies, nourishments, and snacks for the patients?

Answer: See RFP - Section 2.2.2 Background - # 2. Type and Location of Service - to the same dining areas as the meals are delivered.

5. **Question:** What diet manual is currently being used?

Answer: See RFP - Section 2.3.2. NUTRITIONAL/OPERATIONAL REQUIREMENTS. The current diet manual is provided by the incumbent. Please note the diet manual is a technical proposal submission requirement.

6. **Question:** Please provide a copy of the current contractor's collective bargaining agreement.

Answer: Finan Center is not a party to the Collective Bargaining Agreement and does not have access to it.

7. **Question:** Please provide the contact information for the union.

Answer: Jeff Hughes
Field Representative
AFSCME Council 3
511 East Franklin Street
Hagerstown, MD 21740
410-547-1515 ext 223

8. **Question:** Please provide a List of Employees and hire dates.

Answer: Finan Center does not have access to this information.

9. **Question:** Please provide a copy of the current cycle menu for Thomas Finan Center, Massie Center and the Jefferson School.

Answer: See RFP - Section 2.3.2. NUTRITIONAL/OPERATIONAL REQUIREMENTS. The current cycle menu is provided by the incumbent. Please note the cycle menu and diet manual are technical proposal submission requirements.

10. **Question:** Please provide a Copy of the current Café Price and Portion Guide.

Answer: The Contractor operates the employee Café, and the price and portion size is determined by the Contractor with general review and approval by the Contract Monitor.

11. **Question:** What is the contract's annual dollar value?

Answer: The contract's FY 2018 dollar value was \$1,510,515.00.

12. **Question:** How long has the incumbent held the contract?

Answer: The incumbent has been the Contractor for fifteen (15) years.